Unanswered Questions of Work-from-Home

Davis County Human Resources

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How it started
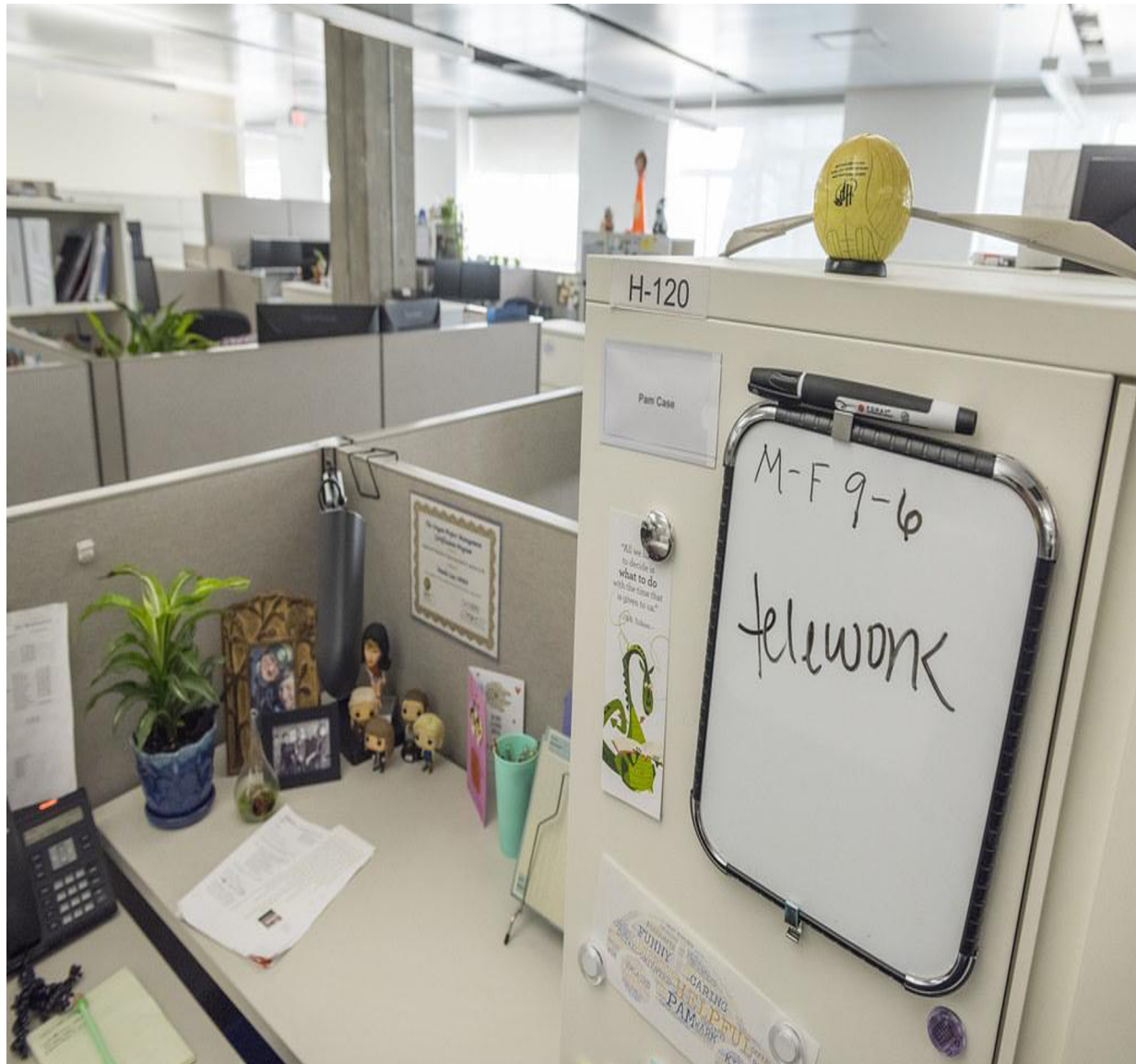
What we learned

What we adopted

Considerations & Questions

How it started

- **Policies**
- **Communication**
- **IT Plans**
- **Employee Training**
- **Accepting Change**

What we learned . . .

- **Work <u>can</u> be done remotely**
- **People can be trusted to work at home--many work even harder**
- **Meetings/trainings work in virtual platforms**
- **Some tasks will be more efficient**
- **Some tasks will be less efficient**
- **People like flexibility**
- **Other lessons?**

What we adopted

- **Virtual platforms are viable options for trainings/meetings;**
- **Work-from-home plans during site closure**
- **General workplace safety--masks, distancing, symptom checking, hand washing**
- **Working remotely on a regular basis**

Considerations & Unanswered Questions

Considerations

Employee related risks of failing to adopt
a. **Employees/Applicants expect work from home options**
b. **Positions are becoming hard-to-fill remote work options may be the difference maker**
c. **Employees have proof that remote work works--a significant pull back could create trust and morale concerns**

Considerations

Remote Work policies/guidelines:
  a. Availability/communication standards
  b. In-person requirements
  c. Deliverables
  d. Distraction free work space
  e. Internet access
  f. Daycare needs

Considerations

Productivity/Effectiveness
 a. Determine reasonable metrics;
 b. Maintain communication;
  -Chat, Email, Web-based meetings, regular check-ins
 c. Check-in on client needs
 d. Collaboration and team work require comfort w/ technology and change management techniques

Considerations

Employee Wellbeing
 a. **Burnout--unplug time; coaching; level workload; virtual mtg fatigue awareness, wellness exercises**
 b. **Isolation--in person meetings; regular check-ins; EAP, team projects**
 c. **Promotions/Assignments:**
    -Supervisors must initiate inclusion
    -Employees must actively participate

Unanswered Questions

How do we manage equipment?

    County owned
       -Network/firewall
       -Virus protection
       -Accountability/Tracking
    Personal devices/computers
       -Wear and Tear--who pays?
       -Cybersecurity concerns

Unanswered Questions

What are our new/expanded liabilities?

    -Workspace at home

    -Safety at home

    -Personal

    -Professional

    -Workers Compensation

    -Other???

Answering the Questions

1. UCIP/UAC monitoring these concerns
2. State Resources
3. Commissioners/State Representatives
4. Start the discussion & collaborate on solutions